



Bradford-Cobb House  
National Register of  
Historic Places  
1879

THE LAW OFFICE  
OF  
**LEE MEADOWS**

Attorneys and Counselors at Law  
403 North Calhoun Street  
Tallahassee, Florida 32301  
Telephone (850) 224-8873  
Fax (850) 681-0139  
<http://www.meadowslaw.com>

Available for  
Consultation in Key West  
(305) 295-0026

LEE MEADOWS  
Attorney  
E-mail: [crimlawflorida@yahoo.com](mailto:crimlawflorida@yahoo.com)

JULIE MEADOWS  
Attorney  
E-mail: [juleemeadows@worldnet.att.net](mailto:juleemeadows@worldnet.att.net)

PAIGE BILLINGS  
Attorney  
E-mail: [peb-1@msn.com](mailto:peb-1@msn.com)

January 15, 2003

**PROPOSAL FOR LEGAL SERVICES**  
**FOR PUBLIC DEFENDER CONFLICT CASES**

I am submitting this proposal to provide legal services for all of the County's conflict misdemeanor and traffic cases.

I do not have any existing or potential conflicts of interest with Leon County.

**Statement of Qualifications:**

Lee Meadows would be designated lead counsel in all matters.

Mr. Meadows graduated from Florida State University in 1973 with a degree in Criminology and received his law degree from Cumberland Law School in 1979. He then clerked for the First District Court of Appeals, and opened his law office in 1981 in Tallahassee. He has been in private criminal defense practice since. His office has handled in excess of 5,000 criminal, driver's license, and DUI related matters throughout the state of Florida. Mr. Meadows has been certified as an operator on the Intoxilyzer 5000, the breath test instrument used in Florida. He has lectured to the Florida Highway Patrol and to other attorneys on DUI defense tactics. Mr. Meadows is a member of the Florida Association of Criminal Defense Lawyers and a sustaining

member of the National College for DUI Defense. I keep current on legal developments by attending several seminars specifically on DUI and criminal defense each year as well as subscribing to several periodicals on the subject.

Associate counsel Paige Billings would be available to assist in all matters.

Paige Billings received her BA from Emory University, Masters in Public Administration from Florida State University, and her Juris Doctor from Florida State University College of Law in 1997. Ms. Billings currently handles criminal misdemeanor and felony charges, as well as defense of professional licenses. She is a former member of the Florida Bar's Traffic Court Rules Committee. She is also a member of the Florida Association of Criminal Defense Lawyers and the Tallahassee chapter.

### **Current Practice:**

Approximately seventy percent of the firm's practice is made up of traffic cases. The majority of these cases are Driving Under the Influence and Driving with Suspended License cases. We have handled all types of traffic cases from civil citations to DUI Manslaughter. Misdemeanor cases constitute approximately 10 percent with the remaining being administrative and civil matters. We have handled many types of misdemeanor cases including petty theft, battery, and possession of illegal substances. We currently handle approximately 250 cases each year. Of these cases, approximately 8 resulted in a jury trial in the past two years.

My firm is prepared and well equipped to handle all of the traffic and misdemeanor cases which are Public Defender conflicts.

My office has ample support staff to fully assist clients. We have a full time secretary, Rebecca Miley - who received her BA from Florida State University in 2000; a full time legal assistant, Karen Porter - who received her BS from Western Carolina University in 2002 and has three years of legal experience; and a full time runner, Katherine Roady - currently a senior at Florida State University. The firms offices are located in the Bradford-Cobb house with ample space to meet and counsel clients located conveniently just north of the Capitol, not far from the Public Defender's Office. The offices equipment includes a network of updated computers, as well as all other general office equipment.

My legal malpractice insurance is covered by Westport Insurance Corporation policy number 0045639. There are no policy exclusions. The current coverage amounts are \$100,000 per claim with \$300,000 liability aggregate. There has been no litigation against my firm or attorneys during the past five years.

### COST PROPOSAL:

I would agree to represent conflict Defendants in Leon County for the following fees:

Misdemeanor	\$300
Misdemeanor Violation of Probation	\$250
Traffic	\$300
Traffic Violation of Probation	\$250

If the Defendant had more than one charge, arising from the same incident, I would be compensated only for one case. If a Defendant has two cases arising from separate incidents, I would be compensated for one and one half cases.

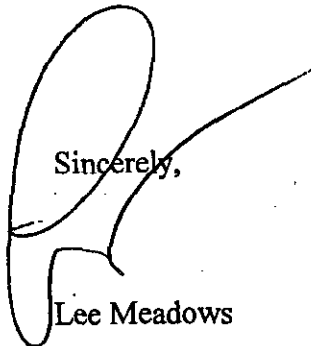
*50% - 2nd case*

All fees would be billed on a flat fee basis and would include all representation including attending court appearances, meeting with clients whether in the office or at the jail, investigation by the attorney, plea negotiations, and trial/hearing.

The firm agrees to provide included in this service; local and long distance telephone calls, copying, mileage, facsimile, and general office supplies.

This fee would not include process service, transcripts, or private investigators should these be necessary to the representation. The firm is willing to adhere to guidelines established by the County for use of these services.

Thank you for allowing me the opportunity to submit this proposal and I look forward to assisting you in the future.

Sincerely,  
  
Lee Meadows

LM/rcm

Title: Request for Proposals Legal Services for Public Defender Conflic ses, Misdemeanor/Traffic  
Bid No: BC-01-16-03-22  
Opening Date: Thursday, January 16, 2003, at 2:00 PM

PROPOSAL RESPONSE COVER SHEET

Attachment # 3  
Page 5 of 43

This page is to be completed and included as the cover sheet for your response to the Request for Proposal.

The Leon County Board of County Commissioners, reserves the right to accept or reject any and/or all bids in the best interest of the County.

Keith M. Roberts  
Purchasing Director

Tony Grippa  
Chairman

This bid response is submitted by the below named Organization by the undersigned authorized representative.

BY

Banks & Morris, P.A.

(Organization Name)



(Signature of Authorized Representative)

Robert A. Morris

(Printed or Typed Name)

ADDRESS

Banks & Morris, P.A.

103 N. Gadsden St.

CITY, STATE, ZIP

Tallahassee, Florida 32301

TELEPHONE

(850) 681-1010

FAX

(850) 222-8843

# PROPOSAL RESPONSE COVER SHEET

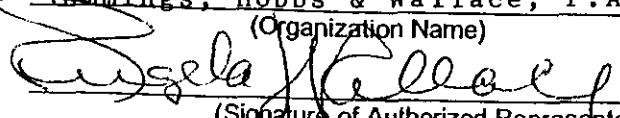
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Keith M. Roberts  
Purchasing Director

Tony Grippa  
Chairman

This bid response is submitted by the below named Organization by the undersigned authorized representative.

	<u>Gummings, Hobbs &amp; Wallace, P.A.</u>
	(Organization Name)
BY	<u></u>
	(Signature of Authorized Representative)
	<u>Angela Wallace</u>
	(Printed or Typed Name)
ADDRESS	<u>462 W. Brevard Street</u>
	<u></u>
CITY, STATE, ZIP	<u>Tallahassee, Florida 32301</u>
TELEPHONE	<u>850-224-3730</u>
FAX	<u>850-224-2202</u>

January 16, 2003

Leon County  
Board of County Commissioners  
Purchasing Division  
2284 Miccosukee Road  
Tallahassee, FL. 32308

Re: Bid No: BC-01-16-03-22

Ladies and Gentlemen:

Thank you for inviting us to submit a proposal to provide legal services for Public Defender Conflict Cases in Misdemeanor and Traffic.

Cummings, Hobbs & Wallace, P.A. is very pleased to make the accompanying proposal.

We are fully cognizant of the work to be performed, having broad and deep experience in the area of criminal defense. We are prepared to commence work immediately and have no difficulty guaranteeing that our work will be timely, however short the Public Defender's time schedule.

As discussed in the body of our response, we believe that we are exceptionally well qualified to provide legal services for Public Defender conflict cases in Misdemeanor and Traffic.

To our knowledge, retention of Cummings, Hobbs & Wallace, P.A. will not create a conflict of interest.

This proposal is being submitted in good faith without collusion or fraud. Angela Wallace, who shall serve as lead counsel, has the authority to bind Cummings, Hobbs & Wallace, P.A.

Proposal  
Misdemeanor/Traffic  
January 16, 2003  
Page 2

In connection with our Public Defender Conflict Counsel services, we guarantee the County's full satisfaction with our services.

We appreciate your attention to and consideration in this matter and hope we will be given the opportunity to be of service.

Very Truly Yours,

**CUMMINGS, HOBBS & WALLACE, P.A.**

A handwritten signature in cursive script, appearing to read "Angela Wallace", written over a horizontal line.

Angela Wallace  
For the firm



**STATEMENT OF QUALIFICATIONS**

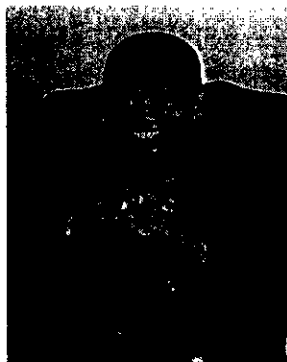
Name: Cummings, Hobbs & Wallace, P.A.  
Address: 462 West Brevard Street  
Tallahassee, FL. 32301  
Telephone: (850) 224-3730  
Facsimile: (850) 224-2202

**PERSONNEL AND EXPERIENCE FOR MISDEMEANOR AND TRAFFIC AND  
DESIGNATION OF LEAD COUNSEL**

Angela Wallace will act as lead counsel under the contract. The professional qualifications of the attorneys within the firm to represent misdemeanor and traffic defendants are as follows:



**Carolyn D. Cummings** is a 1981 graduate of the University of Florida Law School and has been a member of the Florida Bar since 1982. Ms. Cummings has practiced before felony, misdemeanor and traffic courts in the Second Judicial Circuit. Ms. Cummings has been involved in more than several negotiated felony and misdemeanor plea agreements and has been co-counsel on several criminal trials handled by the firm.



**Barbara K. Hobbs** is a 1981 graduate of Florida State University College of Law and has been a member of the Florida Bar since 1982. Ms. Hobbs has practiced primarily in the area of criminal defense for the past seven years. She has appeared as defense counsel in criminal cases in the Second, Third, Fourteenth and Seventeenth Judicial Circuits. Ms. Hobbs has tried over 20 felony cases involving crimes ranging from first degree murder punishable by life in prison to third degree felonies punishable up to 5 years in prison. She has



**Angela Wallace** is a 1992 graduate of the New York University School of Law and has been a member of the Florida Bar since 1993. Ms. Wallace has practiced in the area of criminal defense, among other areas, for the past seven years. She has represented various clients in felony, misdemeanor and traffic cases in the Second and Fourteenth Judicial Circuits. She has been lead counsel in 5 felony trials. Ms. Wallace has also either acted as counsel or co-counsel in over 10 misdemeanor trials. In addition, she has negotiated over 100 pleas in the felony, misdemeanor and traffic courts.

Ms. Wallace is admitted to practice in the District Court for the Northern District of Florida where she has represented criminal defendants in Federal Court cases.

#### **COST PER CASE**

We propose to represent clients which includes interviewing, counseling, negotiation, preparing for trial, preparing for sentencing, visiting at the jail, apprising the defendant of the status of the case, etc. for a flat per case fee of \$279.00. This fee is for misdemeanor and traffic cases.

#### **ABILITY TO PROVIDE SERVICES IN AN EFFICIENT MANNER TO AVOID SCHEDULING CONFLICTS AND AVOID CASE DELAY**

If awarded, work under this contract will constitute approximately 90% of Ms. Wallace's practice. Additionally, Ms. Cummings and Ms. Hobbs are prepared to and available to assist in instances of scheduling conflicts.

#### **MINORITY BUSINESS ENTERPRISE**

##### **-MBE Participation Level**

Cummings, Hobbs & Wallace is certified as a Minority Business Firm with Leon County, as defined in the County's MBE policy ( 10 Points)

Cummings, Hobbs & Wallace, P.A. agrees to a commitment to the principles and practices of equal opportunity in employment and to comply with the letter and spirit of federal, state, and local laws and regulations prohibiting discrimination based on race, color, religion, national origin, sex, age, handicap, marital status, and political affiliation or belief.

Cummings, Hobbs & Wallace, P.A. does not have malpractice insurance at this time. However, the firm is prepared to secure any coverage necessary to be in compliance with the County's coverage requirements.

**MINORITY BUSINESS ENTERPRISE PROGRAM  
PARTICIPATION OF MBEs/WBEs**

1. FIRM NAME Cummings, Hobbs & Wallace, P. A.
2. FLORIDA CORPORATE REGISTRATION NUMBER P95000076566
3. ADDRESS 462 W. Brevard Street, Tallahassee, Florida 32301
4. MBE PARTICIPATION - MBE firms and sub-contractors must be certified with the State of Florida, the Florida Department of Transportation, the City of Tallahassee, or Leon County to qualify for MBE participation credit.

**MBE Participation Level**

**Points**


- |               |   |    |
|---------------|---|----|
| <u>X</u>      | The respondent is certified as a Minority Business Firm with Leon County, as defined in the County's MBE policy.  | 10 |
| <u>      </u> | The respondent is a joint venture of two or more firms/individuals with a minimum participation in the joint venture of at least 20% by certified minority business firms/individuals.              | 8  |
| <u>      </u> | The respondent has certified that a minimum of 15.5% of the ultimate fee will be subcontracted to certified MBE Firm(s), and has identified in the proposal the MBE Firm(s) that it intends to use. | 6  |

The vendor acknowledges the Leon County MBE policy and the provisions specified for this RFP. If applicable, vendor certifies that the above list of minority vendors and the respective contract amounts and percentages of the total bid are accurate. In witness, hereof, the vendor has hereunto set his signature and affixed his seal this 16<sup>th</sup> day of January, A.D., 2003.

Signed:  Title: Partner

CERTIFICATION REGARDING  
DEBARMENT, SUSPENSION,  
And OTHER RESPONSIBILITY MATTERS  
PRIMARY COVERED TRANSACTIONS

- 1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
  - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  - b) Have not within a three-year period preceding this been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of these offenses enumerated in paragraph (1)(b) of this certification; and
  - d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- 2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.
- 3) No subcontract will be issued for this project to any party which is debarred or suspended from eligibility to receive federally funded contracts.

  
Signature

Partner  
Title

Cummings, Hobbs & Wallace, P.A.  
Contractor/Firm

462 W. Brevard Street, Tallahassee, Florida 32301  
Address

**SWORN STATEMENT UNDER SECTION 287.133(3)(a),  
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

**THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER  
OFFICIAL AUTHORIZED TO ADMINISTER OATHS.**

1. This sworn statement is submitted to Leon County Board of County Commissioners  
by Angela Wallace  
[print individual's name and title]  
for Cummings, Hobbs & Wallace, P.A.  
[print name of entity submitting sworn statement]

whose business address is:

462 W. Brevard Street, Tallahassee, Florida 32301

and (if applicable) its Federal Employer Identification Number (FEIN) is 59-3337213

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: \_\_\_\_\_).

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
1. A predecessor or successor of a person convicted of a public entity crime; or
  2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or

services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity. —

6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. [Indicate which statement applies.]

  X   Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

  X   The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

  X   The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However there has been a subsequent proceeding before a hearing a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. [Attach a copy of the final order.]

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

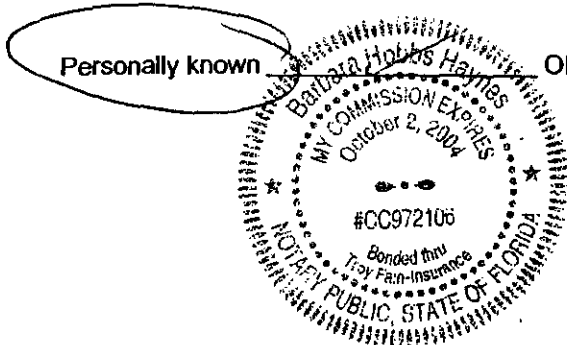
[Signature]  
(signature)

Sworn to and subscribed before me this 16 day of January 2003

Personally known

OR Produced identification

(Type of identification)



[Signature]

NOTARY PUBLIC

Notary Public - State of \_\_\_\_\_

My commission expires: \_\_\_\_\_

Printed, typed, or stamped  
commissioned name of notary public

# State of Florida



## Department of State

Attachment # 3  
Page 16 of 43

I certify from the records of this office that CUMMINGS, HOBBS & WALLACE, P.A. is a corporation organized under the laws of the State of Florida, filed on October 6, 1995.

The document number of this corporation is P95000076566.

I further certify that said corporation has paid all fees due this office through December 31, 2002, that its most recent annual report/uniform business report was filed on May 30, 2002, and its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capitol, this the  
Thirtieth day of May, 2002.



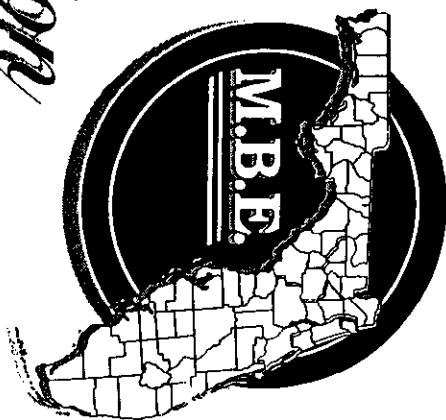
CR2EO22 (1-99)

*Katherine Harris*

Katherine Harris  
Secretary of State



# Florida Statewide & Inter-Local Certification



Florida Department of Management Services  
Office of Supplier Diversity

Cummings, Hobbs & Wallace, P.A.  
is certified as a **Minority Business Enterprise**  
under the provisions of Chapter 287, Florida Statutes and Inter-Local Agreement,  
for a one year period from October 8, 2002 to October 8, 2003.

  
Director

Title: Request for Proposals for Legal Services for Public Defender Conflict Cases, Misdemeanor/Traffic  
Bid No: BC-01-16-03-22  
Opening Date: Thursday, January 16, 2003, at 2:00 PM

## PROPOSAL RESPONSE COVER SHEET

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Keith M. Roberts  
Purchasing Director

Tony Grippa  
Chairman

This bid response is submitted by the below named Organization by the undersigned authorized representative.

BARNES & JAMES ATTORNEYS AT LAW

(Organization Name)

BY

  
(Signature of Authorized Representative)

C. SHA'RON JAMES

(Printed or Typed Name)

ADDRESS

660 EAST JEFFERSON STREET

CITY, STATE, ZIP

TALLAHASSEE, FL 32301

TELEPHONE

850-219-1119

FAX

850-219-1117

## **BARNES & JAMES, P.A.**

ATTORNEYS AND COUNSELORS AT LAW  
660 EAST JEFFERSON STREET  
TALLAHASSEE, FLORIDA 32301

SHERRIE J. BARNES, ESQ.  
C. SHA'RON JAMES, ESQ.

Telephone: 850.219.1119  
Facsimile: 850.219.1117

### **Proposal to Provide Legal Services for Public Defender Conflict Cases, Misdemeanor/Traffic Bid No. BC-01-16-03-22**

This proposal is submitted by Barnes & James, P.A. Attorneys and Counselors at Law, located at 660 East Jefferson Street, Tallahassee, Florida 32301, telephone number 850-219-1119, facsimile number 850-219-1117, for providing legal services for public defender conflict cases misdemeanor/traffic, pursuant to bud number BC-01-16-03-22 Barnes and James, Attorneys at Law consists of two attorneys, Sherrie J. Barnes, Florida Bar No.: 0134325 having been admitted in April 1998 and Cornelia Sha'Ron James, Florida Bar No.: 0548111, having been admitted in April 2002.

Pursuant to the request for proposal, it is anticipated that the contract would consist of approximately 180 misdemeanor/traffic cases each year.

### **SCOPE OF SERVICES**

The attorneys will be responsible for providing complete and effective legal representation in misdemeanor and traffic cases with the exception of handling appeals. Representation will include such responsibilities as interviewing, counseling, negotiating, preparing for trial, preparing for sentencing, visiting the jail, apprising the Defendants of the status of their cases, etc. and will adhere to the Rules of Professional Conduct and the Rules Regulating the Florida Bar. Further the attorneys will adhere to the conflict attorneys policies established by the Second Judicial Circuit on October 1, 1992. Barnes & James, P.A. is exceptionally qualified to perform the scope of services provided under this contract.

#### **A. Statement of Qualifications**

#### **RESUMES**

Current resumes from Sherrie J. Barnes and Cornelia Sha'Ron James are attached hereto.

### **EXPERIENCE AND QUALIFICATIONS**

#### **SHERRIE J. BARNES, Lead Counsel**

Sherrie J. Barnes has practiced law for over 4 ½ years. Approximately over 85% of her legal career has involved trial work and 100% involving criminal representation. Ms. Barnes began her legal career as an intern with the Public Defender's Office in the Second Judicial Circuit in 1997. She was assigned to misdemeanor, traffic and juvenile cases. During that internship, Ms. Barnes tried approximately 5 jury and non-jury misdemeanor/traffic, and juvenile cases, and argued numerous motion hearings relating to violation of probation

bonds, motions to dismiss, etc. Ms. Barnes was hired on a permanent basis with the Public Defender's Office in January 2000 and transferred to Tallahassee.

Ms. Barnes began working in the appellate division of the Public Defender's Office where she reviewed numerous trial transcripts and prepared briefs for review by the 1<sup>st</sup> District Court of Appeals. During that time, Ms. Barnes attained one reversal of a conviction. More importantly, she became aware of the importance of preservations of trial errors for appellate review.

When she was transferred to the trial division, Ms. Barnes was very well versed and prepared. During her tenure in the traffic division, Ms. Barnes handled a caseload of 100-150 clients. In addition, she tried approximately 10 DUI cases, only losing one. She was then transferred to the misdemeanor division where she also handled a caseload of approximately 100-150 cases. Ms. Barnes conducted non-jury trials, motion hearings, and violation of probation hearings. Ms. Barnes was later promoted to the felony division where she argued motion and violation of probation hearings. In addition to her trial caseload, Ms. Barnes also maintained an appellate caseload during her tenure in the trial divisions.

After her 2 ½ year employment with the Public Defender's Office, Ms. Barnes worked briefly with Sprigg & Davis, an employment discrimination firm. During her tenure at Sprigg & Davis, Ms. Barnes conducted several depositions related to class action lawsuits.

Prior to forming Barnes & James, P.A., Ms. Barnes spent 2 years employed with the Department of Business & Professional Regulation, Division of Alcohol Beverages & Tobacco where she prosecuted administrative violations of the Florida Beverage Law under criminal misdemeanor and felony statutes. In October 2002, Ms. Barnes resigned from the Department to form Barnes & James, P.A.

Since leaving the Public Defender's Office, Ms. Barnes has practiced criminal law on a private basis. She has handled several misdemeanor/traffic and felony cases in counties throughout the State of Florida arguing motions to dismiss, bond hearings, and assisted in entering pleas.

Sherrie J. Barnes will be the designated lead attorney on cases pursuant to this contract.

*See attached supplemental information.*

**CORNELIA SHA'RON JAMES, Associate Counsel**

C. Sha'Ron James has been practicing law in the areas of corporate and business law, wills and probate, family law, and civil litigation since April 2002. Ms. James is a very bright attorney that is very eager to develop a criminal practice. She has served as co-counsel on a number of criminal cases and is very familiar with the procedures of criminal misdemeanor and traffic court. Ms. James has extensive experience in legal research and writing. Prior to practicing law, Ms. James served as Executive Director of the Florida Student Association, Director of Public Affairs at Midnight Online, LLC, and a Research Assistant at the Florida Board of Education.

Ms. James received her Bachelor of Science degree in Economics from Florida A&M University, a Master of Public Administration from the Maxwell School of Citizenship & Public Affairs at Syracuse University, and a Juris Doctor from the University of Florida College of Law.

#### **B. Cost Proposed to Provide Misdemeanor and Traffic Legal Representation.**

The undersigned proposes to handle the misdemeanor/traffic cases for the amount of \$270.00 per case. In the misdemeanor/traffic cases where a single defendant is charged in more than one case, and the additional cases are disposed of by plea or disposition, then the county would be charged \$270.00 for the first case and \$110.00 for each additional case providing appointment on the additional cases occur within 30 days of the initial appointment. If a single defendant is charged in more than one case and the attorneys are appointed more than 30 days apart, then the case would be billed at the rate of \$270.00 per case.

In the rare and unusual case where the representation is found by the trial judge to meet the extraordinary and unusual cases criteria set forth in *Makemson v. Martin County*, 491 So. 2d 1109 (Fla. 1986), compensation would be based upon the hourly fee established by the administrative orders in force in this circuit.

Cost proposals include the attorney's personal service fee, photocopying, long distance calls, mileage, parking, office supplies, and office space, and all materials, equipments, and facilities necessary for the support of the personnel in the performance of legal services under this agreement. Items not included are expert witness fees, medical records, exhibits, court interpreters, process serving, necessary investigations and transcripts. These fees will be reimbursed by the County.

All depositions taken within the geographic boundaries of the Second Judicial Circuit will be set forth before an office court reporter of the circuit, and the attorneys agree to abide by such procedures as established by the Court for taking depositions.

#### **INSURANCE**

Barnes & James, P.A. have applied for malpractice insurance. Below is the pertinent information in order to provide proof of application:

Provider: Medmarc Casualty Insurance Company

Coverage: \$100,000/\$300,000 Limit; \$1,000 deductible

Contact Information: Sam Cohen

Wasson and Associates  
11309 Starkey Road  
Largo, Florida 33773  
Phone: 727-392-4400

There has never been litigation filed against Sherrie J. Barnes or Cornelia Sha`Ron James as attorneys.

Conflicts of Interest: There are no existing or potential conflicts of interest that would be affected under this program.

#### CONCLUSION

Barnes & James, P.A. is qualified to represent misdemeanor and traffic defendants in Leon County. The cost proposed per case is competitive and will not unduly burden the County or the Public Defender's Office. With two attorneys assigned to this contract and a qualified support staff, Barnes & James is able to provide service in an efficient manner to avoid scheduling conflicts and avoid case delay.

**SHERRIE BARNES, ESQ.**  
**3217B Oriole Court**  
**Tallahassee, Florida 32308**  
**(850) 576-7515(H) (850) 339-1892(W)**

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**EDUCATION**

***Florida Bar Admission April 1998***

***Florida State College of Law, Juris Doctor, December 1997***  
Virgil Hawkins Scholar, Frederick Douglas Moot Court Team

***Florida A&M University, B.S. Criminal Justice, August 1993***  
Cum Laude Graduate, Dean's List-4 semesters, Honor Roll 2-semesters, awarded full Basketball and Tennis Scholarships, President of Toastmaster's Speech Club

**WORK EXPERIENCE**

***Barnes & James, Attorneys at Law Tallahassee, Florida, Founding Attorney***  
***October 2002-present***

Private law practice specializing in criminal defense, family law, contracts and personal injury cases.

***Florida Department of Business and Professional Regulation, Office of the General Counsel,***  
***Division of Alcoholic Beverages and Tobacco, Tallahassee, Florida, Assistant General Counsel***  
***August 2000- November 2000***

Duties: Served as legal advisor to the Division Director, Alcoholic Beverage and Tobacco agents and auditors pertaining to the Florida Beverage Laws. Represented the Division in formal and informal administrative hearings as well as litigated Rule Challenges and Gray Market tobacco forfeiture cases in circuit court. Drafted discovery and motions, negotiates settlements, and deposes witnesses. Designated as the attorney in the Division to perform legal research and draft declaratory statements, opinions, and memorandums of law pertaining to the Division's administration of the Florida Alcoholic Beverage and Tobacco Laws.

***Florida A&M University, Tallahassee, Florida, Adjunct Professor***  
***April 1999-present***

Duties: Teaches undergraduate courses in Legal and Scholarly Writing, Domestic Relations, and Introduction to Sociology.

***Spriggs & Davis P.A., Associate Attorney Tallahassee, Florida***  
***March 2000-August 2000***

Duties: Represented plaintiff cases in Title VII, EEOC, and ADA lawsuits specializing in employment litigation/class action cases. Conducted depositions and client interviews. Performed extensive investigations, legal research, drafted motions and memorandums of law.

***Leon County Second Judicial Circuit, Tallahassee, Florida Assistant Public Defender***  
***September 1997-March 2000***

Duties: Appellate Division: Reviewed numerous felony trial transcripts. Performed extensive legal research concerning a variety of legal issues presented in each record. Drafted numerous appellate briefs to the 1st District Court of Appeals for review.

Misdemeanor/Traffic/Felony Trial Division: Managed a caseload of 150-200 clients. Represented indigent clients in numerous jury and non-jury trials, negotiated pleas, deposed witnesses, drafted motions and argued hearings (bond, restitution, suppression, violation of probation). Covered first appearances, arraignments and case management.

**PERSONAL INTERESTS**

Charter Member of the Tallahassee Chapter of 100 Black Women Coalition, Tallahassee Women Lawyers, Co-founder of L.U.C.Y, President of Rainbow Tennis League of Tallahassee, Volunteer instructor for the National Junior Tennis League (U.S.T.A. First Serve Program)...

**CORNELIA SHA'RON JAMES, ESQ.** • Post Office Box 5593 • Tallahassee, FL 32314 • (850) 251-4966 • csjames@consultancy-group.com

## EDUCATION

**University of Florida, Levin College of Law, Gainesville, Florida**

*Juris Doctor, May 2001*

*Black Law Student Association, President; Foley & Lardner Minority Scholar; Minority Participation in Legal Education Scholar; National Black Law Student Association, Sub-Regional Director- Florida & Puerto Rico; Black Student Union, Cabinet Co-Director; Law College Council, Organizational Representative; National Bar Association; Florida Association of Women Lawyers, Project Researcher; Education Law Extern; State University System, Office of Planning, Budgeting, and Policy Analysis, Graduate Assistant; University of Capetown, Capetown, South Africa, Summer 2000*

**Maxwell School of Citizenship & Public Affairs, Syracuse University, Syracuse, New York**

*Master of Public Administration, summa cum laude, June 1998*

*Woodrow Wilson Fellowship in Public Policy & International Affairs*

*Areas of Specialization: Public Management & Social Policy*

**Florida A&M University, Tallahassee, Florida**

*Bachelor of Science, Economics; minor, Political Science, cum laude, August 1996*

*Presidential Scholarship, Wal-Mart Foundation Scholarship, Presidential Outstanding Student Leadership Award; Florida Scholar; Florida Council of Student Body Vice-Presidents; University Honors Program; National Campaign Training, Atlanta, Georgia; Lyndon B. Johnson School of Public Policy, University of Texas at Austin, Summer Institute, 1995*

## WORK EXPERIENCE

*October 2001 to present*

**The Consultancy Group, Inc., Tallahassee, Florida**

*Founding Attorney/ Consultant*

- Lead the company's public and private sector business development efforts
- Manage the organization's financial and human resources
- Provide the following services to clients: Serve on Initial Management Team; Advise on company legal structure; Assist in securing Government Licenses; Assist in securing MBE/WBE Certifications; Develop Strategic Alliances, Joint Ventures, Public/Private Coalitions; Counsel privately-held companies, dual structured entities (for-profit/not-for-profit), and franchises; Develop Financing Strategies; Conduct Business Valuations; Oversee Investor Relations; Develop Loan Packaging; Assist in collecting Client Accounts Receivables; Develop responses to government contracting opportunities; Draft Contracts & Negotiation on behalf of our Clients; Advise in the area of Intellectual Property.

*January 2001 to present*

**Florida A&M University, Tallahassee, Florida**

*Adjunct Professor*

*American National Government, Scope & Methods of Political Research, Professional Development*

- Expose students to the areas of law, government, and business
- Facilitate student exposure to important public policy issues
- Encourage personal management and leadership as necessary elements of professional development

*May to August 1999*

**Foley & Lardner, Attorneys at Law, Tallahassee, Florida**

*Summer Associate*

- Researched legal issues related to civil litigation and Florida administrative law
- Conducted analysis of common and statutory law
- Wrote predictive memorandums of law and drafted legal pleadings

*August 1996 to May 1997*

**Florida Student Association, Tallahassee, Florida**

*Executive Director*

- Served as official liaison between FSA Board of Directors, Florida Board of Regents, and media
- Coordinated statewide training workshops and conferences
- Lobbied the Board of Regents and State Legislature on student-specific higher education issues
- Analyzed and negotiated student related legislation
- Managed financial accounts and fundraising

## LEADERSHIP ACTIVITIES

*September 2000 to July 2001*

**Florida Postsecondary Education Planning Commission, Tallahassee, Florida**

*Student Commissioner*

- Advised State Board of Education regarding the need for new programs, branch campuses and centers
- Reviewed the accountability processes and reports of the public and independent postsecondary sectors
- Reviewed public postsecondary education budget requests for compliance with the State Master Plan
- Conducted special studies, analyses, and evaluations related to specific postsecondary education issues

*September 1995 to September 1996*

**Florida Board of Regents, Tallahassee, Florida**

*Student Regent*

- Participated in the formulation of higher education policy for 10 state universities
- Lobbied the State Legislature on behalf of public higher education



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3. The ability to provide services in an efficient manner to avoid scheduling conflicts and avoid case delay.

#### IV. MINORITY BUSINESS ENTERPRISE AND EQUAL EMPLOYMENT OPPORTUNITY POLICIES

##### A. Minority Business Enterprise Requirements

Firms responding to this RFP are hereby made aware of the County's goals for MBE utilization. Respondents should contact Agatha Muse-Salters, Leon County MWBE Director, at phone (850) 488-7509; fax (850) 487-0928 for additional information.

As a part of the selection process for this project, the ranking procedure will provide a maximum of ten (10) percent of the total score where MBE's are used as follows:

<u>MBE Participation Level</u>	<u>Points</u>
<u>X</u> The respondent is certified as a Minority Business Firm with Leon County, as defined in the County's MBE policy.	10
_____ The respondent is a joint venture of two or more firms/individuals with a minimum participation in the joint venture of at least 20% by certified minority business firms/individuals.	8
_____ The respondent has certified that a minimum of 15.5% of the ultimate fee will be subcontracted to certified MBE Firm(s), and has identified in the proposal the MBE Firm(s) that it intends to use.	6

##### B. Equal Opportunity/Affirmative Action Requirements

The contractors and all subcontractors shall agree to a commitment to the principles and practices of equal opportunity in employment and to comply with the letter and spirit of federal, state, and local laws and regulations prohibiting discrimination based on race, color, religion, national region, sex, age, handicap, marital status, and political affiliation or belief.

For federally funded projects, in addition to the above, the contractor shall agree to comply with Executive Order 11246, as amended, and to comply with specific affirmative action obligations contained therein.

In addition to completing the Equal Opportunity Statement, the Respondent shall include a copy of any affirmative action or equal opportunity policies in effect at the time of submission.

#### V. INSURANCE

- A. Please state whether your firm has current malpractice insurance. If your firm is insured, please state:

1. Name of carrier and policy number;
2. Effective dates of insurance;

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**MINORITY BUSINESS ENTERPRISE PROGRAM  
PARTICIPATION OF MBEs/WBEs**

1. FIRM NAME BARNES & JAMES ATTORNEYS AT LAW
2. FLORIDA CORPORATE REGISTRATION NUMBER P02000028015
3. ADDRESS 660 EAST JEFFERSON STREET, TALLAHASSEE, FL 32301
4. MBE PARTICIPATION - MBE firms and sub-contractors must be certified with the State of Florida, the Florida Department of Transportation, the City of Tallahassee, or Leon County to qualify for MBE participation credit.

**MBE Participation Level**

**Points**

- |               |   |    |
|---------------|---|----|
| <u>X</u>      | The respondent is certified as a Minority Business Firm with Leon County, as defined in the County's MBE policy.  | 10 |
| <u>      </u> | The respondent is a joint venture of two or more firms/individuals with a minimum participation in the joint venture of at least 20% by certified minority business firms/individuals.              | 8  |
| <u>      </u> | The respondent has certified that a minimum of 15.5% of the ultimate fee will be subcontracted to certified MBE Firm(s), and has identified in the proposal the MBE Firm(s) that it intends to use. | 6  |

The vendor acknowledges the Leon County MBE policy and the provisions specified for this RFP. If applicable, vendor certifies that the above list of minority vendors and the respective contract amounts and percentages of the total bid are accurate. In witness, hereof, the vendor has hereunto set his signature and affixed his seal this 14 day of JANUARY A.D., 2000.

Signed: 

Title: PARTNER

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### EQUAL OPPORTUNITY/AFFIRMATIVE ACTION STATEMENT

1. The contractors and all subcontractors shall agree to a commitment to the principles and practices of equal opportunity in employment and to comply with the letter and spirit of federal, state, and local laws and regulations prohibiting discrimination based on race, color, religion, national region, sex, age, handicap, marital status, and political affiliation or belief.
2. In addition to the above, the contractor shall agree to comply with Executive Order 11246, as amended, and to comply with specific affirmative action obligations contained therein.
3. In addition to completing the Equal Opportunity Statement, the Respondent shall include a copy of any affirmative action or equal opportunity policies in effect at the time of submission.

Please check the appropriate response.

☐ A copy of any policy in effect at the time of this proposal is included.

☒ The organization does not currently have a policy.

☐ Other: \_\_\_\_\_

The Bidder acknowledges the Leon County EEO/AA policy and the provisions specified for this request for proposals. In witness, hereof, the Bidder has hereunto set his signature and affixed his seal this 14 day of JANUARY A.D., 2003.

Signed: \_\_\_\_\_

*Spence J. Barnes*

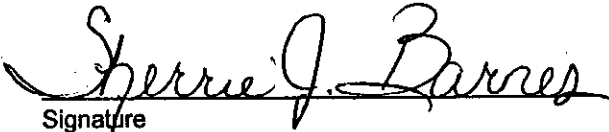
Title: PARTNER

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**CERTIFICATION REGARDING  
DEBARMENT, SUSPENSION,  
And OTHER RESPONSIBILITY MATTERS  
PRIMARY COVERED TRANSACTIONS**

- 1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
  - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  - b) Have not within a three-year period preceding this been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of these offenses enumerated in paragraph (1)(b) of this certification; and
  - d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- 2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.
- 3) No subcontract will be issued for this project to any party which is debarred or suspended from eligibility to receive federally funded contracts.

  
Signature

PARTNER  
Title

BARNES & JAMES ATTORNEYS AT LAW  
Contractor/Firm

660 EAST JEFFERSON STREET, TALLAHASSEE, FL 32301  
Address

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**SWORN STATEMENT UNDER SECTION 287.133(3)(a),  
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

**THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER  
OFFICIAL AUTHORIZED TO ADMINISTER OATHS.**

1. This sworn statement is submitted to Leon County Board of County Commissioners

by SHERRIE J. BARNES, PARTNER  
[print individual's name and title]

for BARNES & JAMES ATTORNEYS AT LAW  
[print name of entity submitting sworn statement]

whose business address is:

660 EAST JEFFERSON STREET  
TALLAHASSEE, FL 32301

and (if applicable) its Federal Employer Identification Number (FEIN) is 45-0469469

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: \_\_\_\_\_).

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
1. A predecessor or successor of a person convicted of a public entity crime: or
  2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural

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person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. [Indicate which statement applies.]

- ☒ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
- ☐ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
- ☐ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However there has been a subsequent proceeding before a hearing a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. [Attach a copy of the final order.]

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Sherrill Barnes  
(signature)

Sworn to and subscribed before me this 14 day of JANUARY, 2003.

Personally known \_\_\_\_\_ OR Produced identification FDL B652790718440

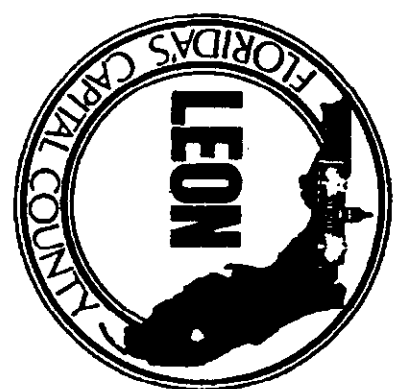
Ruth A. Dixon  
(Type of Identification)  
NOTARY PUBLIC

Notary Public - State of FLORIDA

My commission expires: 6/20/06

Ruth A. Dixon  
Printed, typed, or stamped





# Florida Statewide & Inter-Local Certification

Leon County Department of Management Services

Minority/Women Business Enterprise Office

*Barnes and James Attorneys At Law*

is certified as a Minority Business Enterprise under the provision of Chapter 287, Florida Statutes and Inter-Local Agreement for a one year period from October 17, 2002 to October 17, 2003.

*Walter M. Miller*  
Minority/Women Business Director

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Attachment # 3

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## PROPOSAL RESPONSE COVER SHEET

This page is to be completed and included as the cover sheet for your response to the Request for Proposal.

The Leon County Board of County Commissioners, reserves the right to accept or reject any and/or all bids in the best interest of the County.

Keith M. Roberts  
Purchasing Director

Dan Winchester  
Chairman

This bid response is submitted by the below named Organization by the undersigned authorized representative.

Drage, de Beaubien, Knight, Simmons, Mantzaris & Neal  
(Organization Name)

BY

Anthony Cammarata  
(Signature of Authorized Representative)

Anthony Cammarata, Lead Attorney  
(Printed or Typed Name)

ADDRESS

3370 Capital Circle, N.E.

Suite I

CITY, STATE, ZIP

Tallahassee, Florida 32308

TELEPHONE

(850) 201-3655

FAX

(850) 201-3656



**I. SCOPE OF SERVICES**

Drage, deBeaubien, Knight, Simmons, Mantzaris & Neal, LLP, is engaged in the general practice of law with offices in Orlando and Tallahassee, Florida. The Firm is rated "AV" by Martindale-Hubble Law Digest. The Firm's Tallahassee office is managed by Anthony Cammarata, a former Assistant Public Defender in Leon and Monroe Counties. Tony has extensive criminal litigation and trial experience related to Leon County's anticipated needs under this proposal. The Firm designates and assigns Tony as the lead attorney under this proposal. The Firm also assigns three additional attorneys as associate counsel should there be a need for emergency coverage. The Firm offers to provide complete and effective representation in **both misdemeanor and traffic cases at a rate of \$225 per misdemeanor case and \$200 per traffic case.** The Firm acknowledges the proposed representation includes such responsibilities as interviewing, counseling, negotiating, preparing for trial, preparing for sentencing, visiting at the jail, appraising clients of case status, etc. In performing these services the Firm shall adhere to the Rules of Professional Conduct and the Rules Regulating the Florida Bar. Further, the Firm agrees to adhere to the conflict attorney policies established by the Second Judicial Circuit on October 1, 1992.

**II. MINORITY BUSINESS ENTERPRISE**

Drage, deBeaubien, Knight, Simmons, Mantzaris & Neal, LLP, is the sole offeror under this proposal. It is not qualified as a Minority Business Enterprise or as a Women Business Enterprise.

**EQUAL EMPLOYMENT OPPORTUNITY POLICY**

DBKSM&N is an equal employment opportunity employer and does not discriminate against any person because of race, color, creed, religion, sex, national origin, handicap, disability, marital status, age or any other characteristic protected by law. This nondiscrimination policy applies to all employment actions such as promotions, compensation, benefits and termination of employment. Such employment decisions are based on merit, qualifications and abilities. DBKSM&N also reasonably accommodates individuals with handicaps, disabilities and bona fide religious beliefs.

### III. INSURANCE

#### A.

Drage, de Beaubien, Knight, Simmons, Mantzaris & Neal, LLP, maintains professional liability insurance through Great American Insurance Company, Policy Number LPL 124-26-10, with policy limits of \$2,000,000.00 per loss and aggregate for each policy year with \$50,000.00 deductible per claim; and the policy has effective dates from 03/27/2002 to 03/27/2003. The policy contains a regulatory agency exclusion. A Certificate of Insurance and copy of the policy are available upon request.

A malpractice action has been filed against the Firm and Thomas B. Drage, Jr. The Case Number is 99-CA-2554-15P, filed in the Circuit Court of the Eighteenth Judicial Circuit in and for Seminole County, Florida. The claim is related to a real estate transaction and is being aggressively defended. John Fisher of Fisher, Rushmer, et al., Suite 1500, First Union Building, 20 North Orange Avenue, Orlando, Florida 32802-0712, telephone number (407) 843-2111, represents the Firm in this action. Additionally, the Firm and one of its partners has been named as Defendant along with Orange County, Orange County Employees and members of the Orange Code Enforcement Board in a civil rights matter. The case of Steven J. Wolk, et al. v Orange County, et al. does not involve claims of malpractice against the Firm or its partner.

#### B.

Drage, de Beaubien, Knight, Simmons, Mantzaris & Neal, LLP, does not have any existing or potential conflicts of interest which may be affected under this program, including but not limited to representation of entities or persons which are or may be doing business with or are employed by Leon County, have applications planned or pending for development orders or approvals or other land use review, and/or have claims for damages against Leon County or the Constitutional Officers of Leon County.

#### IV. REQUIRED SUBMITTALS

##### A. STATEMENT OF QUALIFICATIONS

1. Drage, de Beaubien, Knight, Simmons, Mantzaris & Neal, LLP, 3370 Capital Circle, N.E., Telephone Number (850) 201-3655, and Fax Number (850) 201-3656.
2. The Firm has four attorneys with extensive experience and qualifications that shall be assigned to provide services under this program:

#### **ANTHONY CAMMARATA** **LEAD ATTORNEY**

**EDUCATION:** BA, Eckerd College -- 1982  
MS, St. Thomas University -- 1985  
JD, St. Thomas University School of Law -- 1988

**PRACTICE AREAS:** Administrative, Criminal and Traffic Defense, General Civil Litigation.

Tony was born and raised in Lawrence, Massachusetts. He received his Bachelor of Arts in Political Science from Eckerd College, St. Petersburg, Florida. While attending Eckerd, he studied Politics in London, England; and he was a campaign worker during Peter Rudy Wallace's first bid for the Florida House of Representatives. Tony obtained his Master's Degree in Business/Sports Administration from St. Thomas University. While at St. Thomas, he served an Internship in Sports Marketing with the Communications Group in Boca Raton, Florida. He obtained his Juris Doctorate from St. Thomas University School of Law, and as a law student he served as a Teaching Assistant in Computerized Legal Research. Upon graduation, he became an Assistant Public Defender in Monroe County, Florida, defending misdemeanor, traffic and felony cases. He later re-located to Tallahassee and became a Prosecutor for the Florida Department of Professional Regulation. In 1997, he returned to the Public Defender's Office, in Leon County, where he served as a Felony Division Chief.

Tony is admitted to practice before all Florida state courts and the United States Districts Court for the Northern, Middle and Southern Districts of Florida as well as the United States Court of Appeals for the 11th Circuit.

**YVETTE RODRIQUEZ BROWN**  
**ASSOCIATE ATTORNEY**

**EDUCATION:** BBA, Florida International University – 1991  
JD, Stetson University College of Law – 1994

**PRACTICE AREAS:** Administrative, Criminal and Traffic Defense, General Civil Litigation.

Yvette was born and raised in Miami, Florida. She received her Bachelor in Business Administration, majoring in Marketing & Management, from Florida International University. While attending F.I.U., she was the Community Service Committee Chairperson for the Phi Sigma Sigma Sorority and was the recipient of the Phi Sigma Sigma Sister of the Year Award. She obtained her Juris Doctorate from Stetson University College of Law, and as a law student was Treasurer of Phi Alpha Delta, participated in an internship with the U.S. Attorney's Office in Tampa and the Civil Poverty Clinic in Bradenton. Upon graduation, Yvette received the Victor O'Whele award for most outstanding trial performance. She is a former Assistant State Attorney for Lee County, Florida, where she prosecuted misdemeanor, traffic and felony offenses. She previously served as Mediator for the Citizen Dispute Program and currently serves as a Guardian Ad Litem.

Yvette is admitted to practice before all Florida state courts and the United States District Court for the Middle District of Florida. She also speaks Spanish.

**RACHAEL McMORRIS CRAG-CHADERTON**  
**ASSOCIATE ATTORNEY**

**EDUCATION:** BS, Butler University – 1983  
JD, Indiana University School of Law – 1996

**PRACTICE AREAS:** General Civil Litigation, Criminal Law.

Rachael was born in Kingston, Jamaica and raised in Indianapolis, Indiana. She attended Butler University in Indianapolis where she received a Bachelor of Science in Telecommunications with an emphasis in Journalism and a minor in Political Science. Rachael received her Juris Doctorate from Indiana University School of Law in Indianapolis. As a law student, she interned with the Chief Justice of the Indiana Supreme Court, Randall T. Shepard, as well as with the Marion County Public Defender's Office. She also competed in the ABA Moot Court Competition.

Rachael is active in the community and previously acted as a court-appointed attorney in dependency cases through the Juvenile Court of Orange County, Florida. She currently serves as a Guardian Ad Litem for the Orange County Bar Association's Guardian Ad Litem Program.

She is admitted to practice before all Florida state courts and the United States District Court for the Middle District of Florida.

**SHARA S. STERLING**  
**ASSOCIATE ATTORNEY**

**EDUCATION:** BA, University of Florida – 1995  
JD, University of Florida College of Law – 1998

**PRACTICE AREAS:** Criminal, General

Shara was born and raised in Chicago, IL. She received her Bachelor in Criminology from University of Florida. Shara obtained her Juris Doctorate from University of Florida College of Law and was an MPLE scholarship recipient. As a law student, Shara participated in the Black Law Student's Association as well as the Virgil Hawkins Program, and also participated in an internship with the Orange County State Attorney's Office in Orlando. Shara is a former Assistant State Attorney for Seminole County, Florida, where she prosecuted misdemeanor, traffic and felony offenses.

Shara is admitted to practice before all Florida state courts.

3. Tony Cammarata, the lead attorney assigned to this program, has extensive litigation and trial experience in criminal traffic, misdemeanor and felony cases. He has handled over 1,000 felony cases in the past 3 years; and he is on the 2<sup>nd</sup> Judicial Circuit's Conflict Attorney Panel for cases in Leon and Gadsden Counties. Tony's initial practice as an Assistant Public Defender in Monroe County, Florida, consisted of defending hundreds of misdemeanor and traffic cases. In 1997, Tony joined the Public Defender's Office in Leon County, and initially handled hundreds of misdemeanor cases before moving to the felony division.
4. Approximately 25% of the above-designated attorneys' practice constitutes misdemeanor and traffic defense work; in particular, the lead attorney is presently involved in defending five misdemeanor and traffic cases. The types of cases include misdemeanor battery, possession of alcohol by a minor, possession of marijuana, driving under the influence, and driving while license suspended.
5. The Firm currently employs the following attorneys:

Hugo H. deBeaubien  
Thomas B. Drage, Jr.  
Dale T. Gobel  
T. Kevin Knight  
Daniel F. Mantzaris  
D. John Morgeson, Jr.  
Thomas F. Neal  
Julie Hions O'Kane  
David H. Simmons  
Nancy J. Abernathy  
Shahzad Ahmed  
Elizabeth A. Albert  
Jeffrey Boston  
Yvette Rodriguez Brown  
Anthony Cammarata

Rachael McMorris Crag-Chaderton  
Michael W. Curto  
Mary Ann Etzler  
Caril E. Fernandes  
Patricio Garcia  
Luis F. Gomez, Jr.  
William N. Halpern  
Kenneth P. Hazouri  
Harley S. Herman  
Raymond Hernandez  
Elizabeth A. Hickman  
Stephen J. Jacobs  
Carol Messina Knapp  
Mark A. Leonard  
Stephanie W. Melia

Elizabeth F. Nelson  
Daniel J. O'Malley  
Daniel P. Osterndorf  
Lindsay N. Oyewale  
Keisha E. Richardson  
C. Ben Rossi, Jr.  
Kent A. Showalter III  
Shara S. Sterling  
Sherryl Hurd Swindler  
Richard H. Tami  
Charles P. Tittle  
William A. Tompkins Jr.  
Bart R. Valdes

6. Tony Cammarata has tried the following criminal cases over the past two years:

<u>CASE STYLE</u>	<u>CASE #</u>	<u>TYPE</u>	<u>LEAD- COUNSEL</u>	<u>CO- COUNSEL</u>
State v. Tanecia Blakely	R2001-4282-AF	Felony Jury Trial	A. Dias	X
State v. Arthur Lowery	R2001-0270-AF	Felony Jury Trial	X	A. Dias
State v. Scott Parmley	R2001-3760-AF	Felony Jury Trial	X	R. Hunter
State v. Jason Smith	R2001-0807-AF	Felony Jury Trial	X	N/A
State v. James Brown	R2001-0087-AF	Felony Jury Trial	X	A. Dias
State v. David Arnett	R2000-4751-AF	Felony Jury Trial	X	N/A
State v. Rebecca Owens	R2000-3903-AF	Felony Jury Trial	X	N/A
State v. David Arnett	R2000-3107-AF	Felony Jury Trial	X	N/A
State v. Charles Demoss	R2000-0067-AF	Felony Jury Trial	R. Hunter	X
State v. Cheryl Kelley	R2000-0542-AF	Felony Jury Trial	X	N/A
State v. Shauna Barineau	R2000-4691-AF	Felony Jury Trial	X	N/A
State v. Teze Caldwell	R1999-4315-AF	Felony Jury Trial	X	N/A
State v. Freddie Davis	R2000-0915-AF	Felony Jury Trial	A. Dombrowski	X
State v. David Jones	R2000-2864-AF	Felony Jury Trial	X	N/A
State v. Willie Mitchell	R2000-1894-AF	Felony Jury Trial	X	N/A
State v. Rickey Stevens	R2000-1032-AF	Felony Jury Trial	X	N/A
State v. Darrell Brown	R1999-1345-AF	Felony Jury Trial	X	N/A

B. **PROPOSED COST FOR LEGAL REPRESENTATION**

Drage, de Beaubien, Knight, Simmons, Mantzaris & Neal, LLP, offers to provide complete and effective representation in **misdemeanor and traffic cases**, through disposition and post-disposition motions at the following rate:

<b><u>TYPE OF CASE</u></b>	<b><u>COST PER CASE</u></b>
<b>Misdemeanor</b>	<b>\$225.00</b>
<b>Traffic</b>	<b>\$200.00</b>

Title: Request for Proposals for Legal Services for Public Defender Conflict Cases, Misdemeanor/Traffic  
Bid No: BC-10-22-02-07  
Opening Date: Tuesday, October 22, 2002, at 2:00 PM

### EQUAL OPPORTUNITY/AFFIRMATIVE ACTION STATEMENT

1. The contractors and all subcontractors shall agree to a commitment to the principles and practices of equal opportunity in employment and to comply with the letter and spirit of federal, state, and local laws and regulations prohibiting discrimination based on race, color, religion, national region, sex, age, handicap, marital status, and political affiliation or belief.
2. In addition to the above, the contractor shall agree to comply with Executive Order 11246, as amended, and to comply with specific affirmative action obligations contained therein.
3. In addition to completing the Equal Opportunity Statement, the Respondent shall include a copy of any affirmative action or equal opportunity policies in effect at the time of submission.

Please check the appropriate response.

☒ A copy of any policy in effect at the time of this proposal is included.  
(Please see Page 1, Part II of Response to Proposal).  
☐ The organization does not currently have a policy.

☐ Other: \_\_\_\_\_

The Bidder acknowledges the Leon County EEO/AA policy and the provisions specified for this request for proposals. In witness, hereof, the Bidder has hereunto set his signature and affixed his seal this \_\_\_\_\_ day of October A.D., 2002.

Signed: Anthony Cammarata Title: Lead Attorney



Title: Request for Proposals for Legal Services for Public Defender Conflict Cases, Misdemeanor/Traffic  
Bid No: BC-10-22-02-07  
Opening Date: Tuesday, October 22, 2002, at 2:00 PM

**CERTIFICATION REGARDING  
DEBARMENT, SUSPENSION,  
And OTHER RESPONSIBILITY MATTERS  
PRIMARY COVERED TRANSACTIONS**

- 1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
  - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  - b) Have not within a three-year period preceding this been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of these offenses enumerated in paragraph (1)(b) of this certification; and
  - d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- 2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.
- 3) No subcontract will be issued for this project to any party which is debarred or suspended from eligibility to receive federally funded contracts.

  
Signature

Lead Attorney  
Title

Drage, de Beaubien, Knight, Simmons, Mantzaris & Neal, LLP  
Contractor/Firm

3370 Capital Circle N.E., Suite I, Tallahassee, Florida 32308  
Address

Title: Request for Proposals for Legal Services for Public Defender Conflict Cases, Misdemeanor/Traffic  
Bid No: BC-10-22-02-07  
Opening Date: Tuesday, October 22, 2002, at 2:00 PM

**SWORN STATEMENT UNDER SECTION 287.133(3)(a),  
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

**THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER  
OFFICIAL AUTHORIZED TO ADMINISTER OATHS.**

1. This sworn statement is submitted to Leon County Board of County Commissioners  
by Anthony Cammarata, Lead Attorney  
[print individual's name and title]  
for Drage, de Beaubien, Knight, Simmons, Mantzaris & Neal, LLP  
[print name of entity submitting sworn statement]

whose business address is:

3370 Capital Circle, N.E., Suite I

Tallahassee, Florida 32308

and (if applicable) its Federal Employer Identification Number (FEIN) is 59-2206392

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn  
statement: \_\_\_\_\_).

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
1. A predecessor or successor of a person convicted of a public entity crime; or
  2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to

Title: Request for Proposals for Legal Services for Public Defender Conflict Cases, Misdemeanor/Traffic  
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enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. [Indicate which statement applies.]

- X Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
- \_\_\_\_\_ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
- \_\_\_\_\_ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However there has been a subsequent proceeding before a hearing a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. [Attach a copy of the final order.]

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Anthony Cammarata  
(signature)

Sworn to and subscribed before me this 21<sup>st</sup> day of OCTOBER, 2002

Personally known \_\_\_\_\_ OR Produced Identification FLORIDA DRIVER'S LICENSE  
(Type of identification)

Laurel S Boyett  
NOTARY PUBLIC

Notary Public - State of FLORIDA

My commission expires: 1/26/04

Printed, typed, or stamped  
commissioned name of notary public



Laurel S Boyett  
My Commission CC905  
Expires January 26, 200